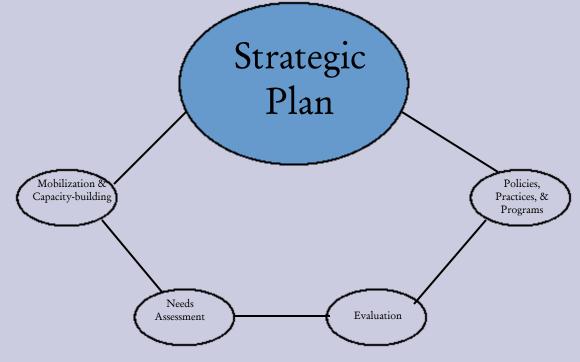
# Wyoming's Strategic Prevention Framework State Incentive Grant Goshen County Community Strategic Planning Workbook



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Workbook is Also Available Online: http://spfsig.preved.org/news.php

# Strategic Planning Contributors

List the names of people in your community, the organizations they represent, and the contributions they made to the development of the strategic plan in Table 1 below.

Table 1. Strategic Planning Contributors

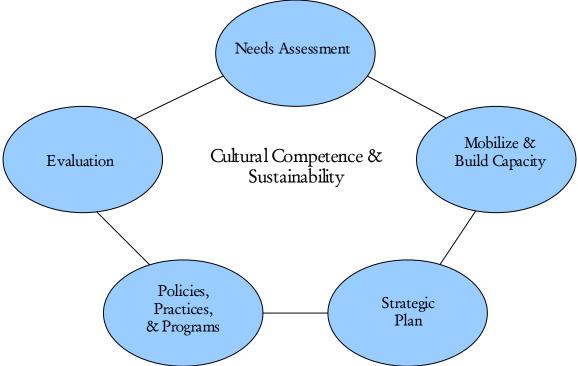
| Table 1. Strategic Plannin |                         |                                 |
|----------------------------|-------------------------|---------------------------------|
| Name                       | Organization            | Contribution                    |
| Lynette Saucedo            | PRACTICE Program        | Meeting attendance, data        |
|                            |                         | collection, conference          |
|                            |                         | material, budget input          |
| Wendy Applegarth           | Youth Alternatives      | Meeting attendance, data        |
|                            |                         | collection, conference          |
|                            |                         | material, budget input          |
| Danielle Wondercheck       | Comprehensive Community | Meeting attendance, data        |
|                            | Coalition               | collection, conference          |
|                            |                         | material, budget input          |
| John Barrera               | Peak Wellness Center    | Meeting attendance, data        |
|                            |                         | collection, conference          |
|                            |                         | material, budget input          |
| Joel Burrian               | Peak Wellness Center    | Meeting attendance, project     |
|                            |                         | input                           |
|                            |                         | ·                               |
| Deb Ochsner                | Eastern Wyoming College | Meeting attendance, data        |
|                            |                         | collection                      |
|                            |                         |                                 |
| Marilyn Cotant             | Eastern Wyoming College | Meeting attendance, data        |
|                            |                         | collection                      |
|                            |                         |                                 |
| Mayor Leroy Schafer        | City of Torrington      | Meeting attendance, data        |
|                            |                         | collection, budget coordination |
|                            |                         |                                 |
| Linda Schafer              | Torrington Rotary       | Meeting attendance, data        |
|                            | Community Member        | collection                      |
|                            |                         |                                 |
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## Introduction

Wyoming received the Strategic Prevention Framework State Incentive Grant (Prevention Framework) from the Federal Substance Abuse Mental Health Services Administration (SAMSHA) on September 30, 2004, along with 20 other states and territories.

The purpose of the project is to implement the five components of the SPF planning model at both state and community levels in Wyoming. The following diagram details this process (Center for Substance Abuse Prevention, 2005).

Figure 1. Five Steps of the Strategic Prevention Framework Process



At the state level, Wyoming has completed the needs assessment and funding allocation plan. Mobilization and capacity building take place throughout the project. Wyoming's needs assessment identified the targeted problem as the misuse of alcohol and its consequences, and Wyoming's allocation strategy funds all 23 counties and the Wind River Reservation as Prevention Framework (PF) community grantees.

#### Outcome-Based Prevention

The foundation of the PF process is the outcome-based prevention model (Lowther & Birckmayer, 2006).

Figure 2. PF Needs Assessment Logic Model



In this model a community details its substance-related consumption and consequence data, researches the causal areas that may impact these problems, and chooses evidencebased policies, practices, and programs to address the identified causal areas.

## Purpose

The purpose of this workbook is to help PF funded communities go through the outcome-based prevention model. The current task is to develop a strategic plan. This means that grantees, and the community partnerships, must successfully select and implement evidence-based interventions. This workbook lays out the organizational structure of the Strategic Plan that is to be developed by each community. To be effective, you should not complete this workbook alone. Instead, you and your Community Advisory Council (CAC) should work together to complete this task.

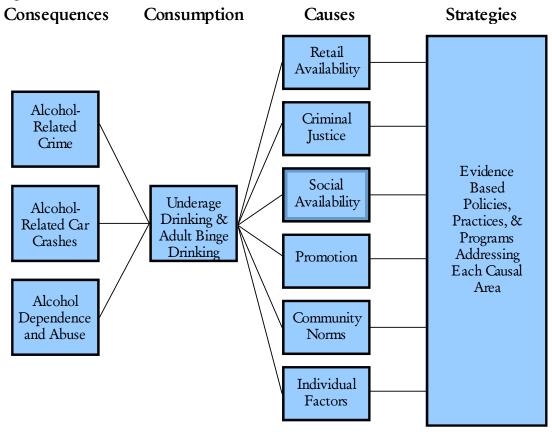
Keep in mind that Wyoming has already identified the targeted need for this project—the misuse of alcohol.

#### "Misuse of alcohol" means that:

- 1. The primary target for the PF is underage drinking, and adult binge drinking. Underage drinking refers to any use of alcohol by anyone under the age of 21, while adult binge drinking refers to those 18 years and older who have five of more drinks on any one occasion.
- 2. The secondary target for the PF is the most significant consequences of the misuse of alcohol in Wyoming: alcohol-related crime, alcohol-related motor vehicle crashes, and alcohol dependence and abuse.

# Workbook Organization

Figure 3. Outcome-Based Prevention Model



Developing a comprehensive strategic plan at the community level requires a vision for organizing specific prevention programs, policies, and practices to address substance abuse problems locally. A well-developed strategic plan will increase the likeliness of a strategy being implemented effectively.

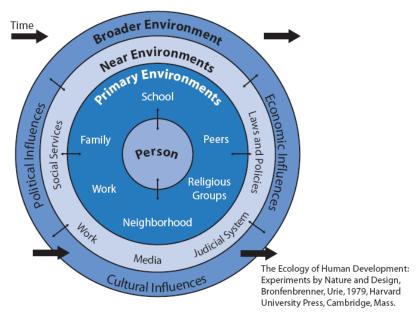
The deadline for submitting your Community Strategic Plan is August 31, 2007. Two copies of the Community Strategic Plan should be submitted, one by mail and one electronically to:

Lisa Laake, MPH, CHES
Wyoming Mental Health and Substance Abuse Services Division
6101 Yellowstone Road, Suite 220
Cheyenne, WY 82002
<a href="mailto:lilea/like/base/">llaake@state.wy.us</a>
(307) 777-3352

## Human Environmental Framework

Figure 4 illustrates the Human Environmental Framework, which shows that interventions can start in many different areas and will affect more than one environment. Strategies that focus on multiple factors and conditions will contribute to a more comprehensive prevention plan.

Figure 4. Human Environmental Framework



This figure depicts social environments or spheres of influence in concentric circles that flare outward, moving progressively away from direct influence on the individual toward increasingly indirect influence, and advancing over time. A comprehensive intervention plan should identify a mix or layering of interventions that target salient risk and protective factors in multiple contexts across the life span.

## **Evidence-based Prevention**

States are required to follow certain guidelines in the policies, practices, and programs it selects in the Prevention Framework project. Every strategy implemented by the Prevention Framework must be evidence-based. This means that 100% of all strategies must be evidence-based.

Under the Prevention Framework project, evidence-based is defined as follows:

- 1. Inclusion in a Federal List or Registry of evidence-based interventions;
- 2. Being reported (with positive effects) in a peer-reviewed journal; OR
- 3. Documentation of effectiveness based on the following three guidelines:
  - The intervention is based on solid theory or theoretical perspective that has been validated by research;
  - The intervention is supported by a documented body of knowledge a converging of empirical evidence of effectiveness – generated from similar or related interventions tat indicate effectiveness; AND
  - The intervention is judged by a consensus among informed experts to be effective based on a combination of theory, research and practice experience. "Informed experts" may include key community prevention leaders, and elders or respected leaders within indigenous cultures.

# Finding Strategies

The following is list of websites that may be used to find evidence-based strategies. This is not an all-inclusive list and may also include strategies that would not be relevant for your community:

- National Registry of Evidence-based Programs and Practices: http://www.nrepp.samhsa.gov/
- Office of Juvenile Justice and Delinquency Prevention: http://www.dsgonline.com/mpg2.5/mpg\_index.htm
- CSAP's Centers for the Application of Prevention Technologies (CASAT): http://casat.unr.edu/bestpractices/search.php
- Alcohol Policy Information System:
  <a href="http://www.alcoholpolicy.niaaa.nih.gov/index.asp?SEC={B4296FE1-6F35-4175-B85D-17D5A53EE062}&Type=NONE">http://www.alcoholpolicy.niaaa.nih.gov/index.asp?SEC={B4296FE1-6F35-4175-B85D-17D5A53EE062}&Type=NONE</a>
- Leadership to Keep Children Alcohol Free: http://www.alcoholfreechildren.org/en/prevention/pubs.cfm
- National Highway Traffic Safety Administration (NHTSA):

http://www.nhtsa.dot.gov/portal/site/nhtsa/menuitem.3d62007aac5298598fcb 6010dba046a0/

Every participant has received a CD containing research articles and other publications that may be useful in developing your strategic plan.

# Evidence-based Environmental Strategies

The following is a list of just a few of the evidence-based environmental strategies:

- Responsible beverage service
- Alcohol compliance checks
- Happy hour restrictions
- Reducing alcohol outlet density
- Limiting hours/days of retail sales
- Sobriety and traffic safety checkpoints
- Graduated drivers' license laws
- Social host laws
- Keg registration
- Restricting alcohol sales at public events
- Increasing taxes on sales of alcohol
- Dram shop liability

# Choosing the Right Strategy for your Community

There are many factors to consider prior to choosing your strategies. Not all strategies will be effective in all communities.

All strategies must be based on data collected around each of the causal areas during your Needs Assessment. Please review your Needs Assessment Workbook.

One factor to consider is whether or not there is community support for the strategy. If the community does not support the strategy, it is unlikely that the strategy would bring about positive change if implemented.

It is also important to look at what laws are already in place and what laws may prevent certain strategies from being implemented. For example, sobriety checkpoints, shown to be evidence-based, are unlawful in Wyoming (Statute 7-17-101). For this reason, it would not make sense for a community to focus on this strategy.

Another factor to consider is which strategies show the greatest likelihood of showing positive results. There are many great strategies out there, but it is important to look at what the effect would be on the community as a whole.

# Logic Model

# Logic Model

The Centers for Disease Control and Prevention defines logic model as "a systematic and visual way to present the perceived relationships among the resources you have to operate the program, the activities you plan to do, and the changes or results you hope to achieve" (<a href="www.cdc.gov/tobacco/evaluation\_manual/glossary.html">www.cdc.gov/tobacco/evaluation\_manual/glossary.html</a>).

The logic model found on page 11 should be completed by all communities as part of the Strategic Plan. It is important that you work with your coalition when developing this logic model. All communities will have an opportunity to practice developing a logic model.

# Community Logic Model

| What are the consequence and consumption areas you are going to focus on (from Needs Assessment)? Include your goals and objectives. | Assessment)?                          | What evidence-<br>based strategies are<br>you going to use<br>for each causal<br>area?                   | What activities are going to take place in Year 1 (October 2007 – September 2008)?  | What activities are going to take place in Year 2 (October 2008 – September 2009)?                                  | What are you going to do to evaluate your strategies?  |
|--|---------------------------------------|--|---|---|--|
| *Alcohol Related Crime  * Alcohol Dependence *Underage Drinking *Adult Binge Drinking  | *Community Norms *Social Availability | *Responsible Server training *Compliance Checks(I.D. Scanners) *Policy Change * "The Life of An Athlete" | *Research, Develop & create schedule for server training – Oct '07  *Provide training on "The Life of An Athlete" – Oct. '07  * Create and implement compliance check schedule (Nov. 07)  * Report on programs/strategies  -Oct 07,Jan 08,Apr  08,Jun 08  * Attend PF  meetings 2-4  times/yr | * Continuation of qrtly server training (Jan 09, April 09, Jul 09) * Implement Phase II of "The Life of An Athlete" | The coalition agrees to work closely with WYSAC in developing evaluation methods for our county. |

# Organization of Strategic Plan

| Forr  | n 1: Cover Sheet   |                                |
|---|--|--------------------------------|
| (Please place this as t   | the <b>top page</b> for your applicat  | tion)                          |
| County: Goshen  |  |                                |
| Name and title of primary contact: I<br>Phone: 307-401  |  | t Coordinator                  |
| Email (required): daniewonder@yaho  | oo.com F   | <sup>7</sup> ax:               |
| Mailing Address: 2125 East A St   | City: Torrington   | Zip: 82240                     |
| Shipping Address (if different):  |  |                                |
| Total Funding Request for First Year  | r Implementation: \$73,958   |                                |
| Name, organization, address, phone,<br><u>Lead Agency</u> authorized to sign cont   |  | n number for the               |
| Certification: I certify to the best of<br>this community strategic plan is corr<br>Council and/or Coalition were invol<br>strategic plan. I have been authorized<br>the development of this Strategic Plan | ect. I certify that the Commu<br>lved in the development of the<br>d by the agency's governing b | inity Advisory<br>is community |
| Signature of Primary Contact  | Date   |                                |
| Signature of Fiscal Agent   | Date   |                                |

#### Form 2: Geographic Setting/Community Characteristics Limit 2 pages

Describe the geographic setting of the community.

- What are the geographic boundaries?
- What are the socio-economic issues relevant to the community?
- What are the characteristics of the community?
- Describe the target population you will be focusing on.

Goshen County is 40 miles N of Wyoming's Southern boarder and serves as part of the state's eastern boarder.

Physically, Goshen County consists of 2,234 square miles or 1,428,480 acres. Statistics from the US Census Bureau report a total population of 12,243 in Goshen County – recognizing it as a medium-sized community.

Goshen is as agricultural community with socio-economic issues that include, but are not limited to: 22% of children in Goshen County live in households that fall below the 2000 model-based poverty level. The HUD estimated Median Family Income was \$51,600 in 2006. This compares to Wyoming's Median Family Income of \$58,800.

Labor Force and employment statistics were derived from the Bureau of Labor Statistics data. Goshen County's labor force, defined as the number of people working or actively seeking work, decreased by 31 persons from 5860 in 2005. Employment decreased by 31 persons. Unemployment, therefore, remained the same and the unemployment rate increased from 4.3% in 2004 to 4.4% in 2005. A slight decline from 4.4% to 4.0% was noted in 2006.

The Census Bureau recorded an increase for Goshen County in total housing units in 2005 by 1.97%. This compares to the statewide increase of 5.3%. Average apartment rent decreased by 2.5% from an average of \$352 in second quarter of 2005 to \$343 in second quarter of 2006.

County Population in 2005: 12,243 (55% urban, 45% rural) County owner-occupied houses and condominiums: 3,580

Renter-occupied apartments: 1,481 Percentage of renters in Goshen: 29%

State: 30%

Land area: 2225 square miles Water area: 6.8 square miles

Population density: six people per square mile (very low)

Residents with income below 50% of the poverty level in 1999:

Goshen: 4.3%

State: 4.5%

Industries providing employment: Educational, Health and Social Services (26.4%) Agriculture, forestry, fishing and hunting and mining (13.4%) retail trade (10.9%)

#### Type of workers:

• Private wage or salary: 66%

• Government: 23%

• Self-employed, not incorporated: 11%

• Unpaid family work: 1%

#### Races in Goshen County:

- White non-Hispanic (89.1%)
- Hispanic (8.8%)
- Other race (3.7%)
- American Indian (1.4%)
- Two or more races (1.1%)

(Total can be greater than 100% because Hispanics could be counted as other races)

Median age range: 40.0 years

Wyoming: 36.2 Males: 6234 (49.7%) Females: 6304 (50.3%)

#### Target Population:

The target population identified by the Coalition will focus on with the PF project will be underage drinkers (under the legal age of 21) and adult binge drinkers (age 18 and above)

#### Form 3: Coalition Involvement

#### Limit 2 pages

Describe the coalition and its involvement in the implementation of the strategies.

- What are the coalition's vision and mission statements?
- What is the history and makeup of the coalition?
   Comprehensive Community Coalition
   Goshen County

# Mission Statement

It is the mission of the Comprehensive Community Coalition, its Board, Volunteers and staff, that the negative consequences surrounding the misuse of alcohol/illegal substances in Goshen County are reduced and the social acceptance of underage and binge drinking is eliminated Countywide.

The Coalition recognizes the need for community partnership and implementation of evidence-based programs/campaigns to ensure environmental changes throughout Goshen County. It is our belief that this can best be achieved through offering a variety of community-supported programs/services/healthy alternatives. These programs/services/healthy alternatives will be provided in a supportive, non-judgmental manner.

#### History:

The original agencies of the CCC (Comprehensive Community Coalition), of Goshen County were awarded the SIG in 2002 by the State of Wyoming, Department of Health, Substance Abuse Division, and the Department of Education. The agencies involved were the Goshen County School District #1, The PRACTICE After School Program, Peak Wellness Center (formerly, Southeast Wyoming Mental Health), and the Big Brothers Big Sisters. These agencies continued to together to achieve and maintain high quality programs for families in our community. With progress and development and in order to accomplish outlined goals, an adjustment of those that were involved with this original coalition and its subsequent programs were eventually altered. As Big Brothers and Big Sisters are currently not operating out of Goshen County, it has not been involved with our coalition nor its programs and current planning. Goshen County Youth Alternatives, Eastern Wyoming College,

Peak Wellness Center, and the city government of Torrington has become involved and has vested interests in developing and maintaining high quality programs for families in Goshen County.

Once the official announcement for the application for the SPF-SIG Grant was made, core members of this coalition assembled on October 23, 2006, to begin the process of determining what entities should be involved with this type of endeavor, choose a Lead Agency and Fiscal Agent (Goshen County School District), write our Letter of Intent, and discuss possibilities for assessments and strategic plans. Thus far, coordinated efforts have been made to continue the planning process. On November 9, 2006this group met again to continue working on a plan that eventually became the "County Resources Involvement Strategic Prevention Plan (CRISPP)." Now, many different local social programs have, in the past, discussed this tentative goal, it has yet to be achieved. The coalition has included the city government of Torrington, as it is a critical factor that the coalition feels must be met in order to persuade the general population of Torrington that these types of prevention and enrichment programs are critical to the success of our families and our community. The sustainability factor is also crucial in involving city government.

Following the second meeting, the core agencies began contacting and inviting different civic and community organizations and agencies to be involved. These included newly elected Mayor, Leroy Schafer, Pamela Garcia with Goshen County School District Parent Coordinator, and Anne Gardetto, Eastern Wyoming College, Student Services Specialist, Joel Burian Clinic Director, and John Barrera, Substance Abuse Prevention Specialist with Peak Wellness. Members from other vital community agencies were unable to officially attend the planning meetings, but did receive minutes with each meeting.

The Coaltion has now evolved and includes Project Coordinator, Danielle Wondercheck, and an elected Board: Chair, Lynette Saucedo, Vice-chair, John Barrera, Secretary, Wendy Applegarth, Mayor Leroy Schafer, Linda Schafer, Deb Ochsner, Joel Burrian, Marilyn Cotant, Billy Janes, Brian Wise, Bryan Moorehouse, and Cathy Deahl. This Board meets regularly and coordinates a number of community events such as Town Hall meetings, etc.

# Form 4: Consequence & Consumption Areas Limit 2 pages

Describe the alcohol-related consequence and consumption areas your community will be focusing on. Refer to Questions 5 and 9 from the Needs Assessment Workbook.

- Consequence areas could include alcohol-related crime, alcohol-related car crashes, and/or alcohol dependence and abuse.
- Consumption areas could include underage drinking or adult binge drinking.

The Consequence areas to be focused by the Coalition through the Prevention Framework project are alcohol related crimes and alcohol dependence and abuse. The Consumption areas are underage drinking and adult binge drinking

#### Form 5: Intervening Variables/Causal Areas

Limit 2 pages

Describe the intervening variables/causal areas of substance use in the community.

- How did you respond to Question 40 in the Needs Assessment Workbook?
- Why are you focusing on these areas? Justify your reason.

Goshen County Comprehensive Coalition has focused on targeting community norms and social availability to effectively establish a base on which new attitudes/traditions/policies can be built and contribute to positive changes surrounding the misuse of alcohol in Goshen County and ensure sustainability. With these two causal areas being of highest priority and concern among those individuals contributing to the completion of this workbook, it is felt that the other causal areas will begin to correct themselves.

As indicated throughout the data provided by the State of Wyoming Attorney General's Office, the YRBS and the 2006 PNA, Goshen County was ranked in most categories between the first and third worst counties on underage drinking and social availability.

#### Form 6: Community Resources

Limit 2 pages

Describe the current community resources available to address the targeted substance use issues in the community.

• What were the results of the Community Resource Assessment (Table 51 from the Needs Assessment Workbook)?

| Organizations involved with the Coalition, providing services | What we already have in Goshen County                       |
|---|---|
| Youth Alternatives  | OJJDP, WCCA, Family<br>Preservation                         |
| DARE<br>Safe and Drug Free Schools                            | Substance Abuse Prevention<br>Grant                         |
| Youth Alternatives  | Substance Abuse Prevention<br>Grant; Strengthening Families |
| Youth Alternatives  | Family Preservation   |

Presently, Goshen County has youth programs such as Anger Management, Theft Prevention, Substance Abuse, etc, provided by Youth Alternatives using the Life Skills model, DARE provided by the Torrington Police department in conjunction with Goshen County School District #1, and Strengthening Families programs provided regularly by Peak Wellness Center.

Describe the community-based strategies to be used to address the targeted substance use issues in the community.

- How are the selected strategies appropriate? Justify your selection.
- How will the selected strategies address the consequences, consumption, and intervening variables identified?
- How are the strategies evidence-based? Provide verification that they are indeed evidence-based.

The Comprehensive Coalition (CCC) chose the implement the practices of Project SAFER out of Ventura, CA. Like Project SAFER, The Comprehensive Community Coalition will strive to assist in the creation of policies to reduce underage drinking, assist in providing responsible server training to local liquor establishments and their employees and assist in compliance checks by providing electronic I.D. scanners for community use. The Coalition will also work together with the community to provide community event assessments to help ensure that all possible measures are being taken to prevent underage drinking as well as adult binge drinking.

Following the same guidelines as Project SAFER, the CCC will:

- conduct regular presentations local clubs and event organizers
- Provide preventative consultations to the community in organizing events
- Provide special event training working on how to check I.D.'s, proper wristband application when applicable, responsible sales and service tailored to the business or organization
- Portable electronic I.D. scanner to be used at community events
- Educational presentations, high schools and college

Part of the CCC immediate goals of the strategic plan is to pass new City ordinance that mandates the Responsible Server Training. To ensure adherence to the law, the CCC would work with local law enforcement on being trained to provide the training on at least a quarterly basis. This portion of the strategic plan, like the evidence-based elements of Project SAFER will target the general population and address the consumption areas of both underage drinking as well adult binge drinking.

The CCC has also chosen "The Life of an Athlete" from the American Athletic Institute. This program is a five-year program to be implemented in the public schools addressing athletes, the school board, the administration, coaches, and parents of athletes. It encourages and provides school policies surrounding the use of alcohol by athletes, the consequences, expectations of the parents, athletes, coaches, school board,

administrators, and the athletic director; along with excellent education and prevention strategies.

Year one of "The Life of an Athlete" program will work with school districts in establishing mandatory seasonal meetings to discuss conditions for involvement, expectations, philosophy and what it means to be an athlete. This program will allow for impact on the entire student body as well as the parents. Athletics is the largest target population that exists in any school. (Information provided by American Athletic Institute.

The strategies selected by the CCC will address the causal areas identified in our Needs Assessment and at local Town Hall meetings by specifically targeting Community Norms through policy change and "The Life of an Athlete" program as well as Social Availability through Responsible Server training, Compliance Checks, and ID scanners.

The strategies chosen all contain specific guidelines and scientifically proven approaches to address, on an educational level and prevention basis, underage and binge drinking. The strategies also contain specific guidelines and consequences and systematic assistance in how to achieve those. Each of the strategies is flexible enough to be tailored to meet the unique issues that may develop during the implementation phase.

The implementation of interventions similar to Project SAFER are evidence-based practices because they work with Changing the Conditions of Availability, a BEST practice, Retailer-Directed Interventions, a BEST practice, and Responsible Beverage Service, also a BEST practice. Descriptions and detailed information are attached to this strategic plan for review.

"The Life of an Athlete" could prove evidence-based through CSAP's third guideline as proving that:

- It is supported by a documented body of knowledge generated from similar or related interventions that indicate effectiveness, AND judged by a consensus among informed experts to be effective based on a combination of theory, research, and practice.
- The Life of An Athlete is in its 4<sup>th</sup> year of research.
- The Strategy also takes in to account Risk/Protective factors

# • Protective Factors: Individual Domain

- Improved knowledge and understanding of athlete lifestyle, training effect and goal and social cohesion
  - Accurate knowledge of the effect of social drug use and performance
  - Improved perception of personal achievement and self efficacy, through greater normative understanding and personal and collective responsibility

- School Domain
- o Team vigilance
- Individual responsibility
- Collective responsibility
- o Team leadership
- o Coaching vigilance
- o Parent vigilance
- o Stakeholder knowledge understanding agreement
- o Fan responsibility
- o Universal code enforcement

#### Risk Factors

- o Individual Domain
- o Personal vulnerability to use drugs/alcohol
- o School Domain
- o Drug Use norms
- o Community Domain
- o Availability of drugs/alcohol to athletes
- o Enforcement of all laws pertaining to underage use

Provided in the attachment to the strategic plan for "The Life of an Athlete" is also a number of references to many different theories that the project has incorporated to provide the additional documentation of support of combination of theory, research, and practice.

#### Form 8: Community Readiness & Experience

#### Limit 2 pages

Describe the community's readiness to address the identified issue(s) and strategies.

• How has the community's readiness been assessed?

Describe examples of prior community experience, successes, and barriers with this issue.

- What has been tried before?
- What has worked?
- What have been the struggles?
- What is different now?

Community's readiness has been assessed through both written and oral survey at local Town Hall meetings that have been hosted by the CCC. In addition, members of the CCC have already conducted other community readiness surveys that pertain to issues surrounding alcohol that the Coalition will be targeting. Given the member's professional knowledge and the level of participation from a large cross section of the community, we consider our community, as a whole, ready to begin the implementation phase outlined in the strategic plan.

It is the CCC's intent to continue to host periodic Town Hall meetings that will encourage continued community input, both written and oral.

Historically, there have been attempts within the community to address the issues of underage and binge drinking along with other areas of substance abuse. It is not to say that some of these attempts have not met with some level of success; yet, overall it has been sparse. Reasons for the successes have been the level of commitment by the implementing agency/agencies or individuals, funding resources, strategy quality, and agency credibility. Struggles have resulted when these reasons for successes have not been met; also because of the strong and deep generational beliefs of a great deal of the population, when key factions have not participated or been included, when community members did not feel or were not included in the planning and implementation, and the general mistrust of social programs.

At present, we have been afforded such a unique opportunity to have been given excellent guidance and funding in how to prepare and include our community and coalition, and then execute the collective strategies. Our community and members that have worked both in the past and present to address these issues have ultimately come to a point within their individual organizations and personal positions to understand and respect the importance of collaboration and the true meaning of "community". This fact is a true testament of the readiness of the community of Goshen County.

#### Form 9a: Activities & Outcomes

#### No page limit

Describe the coalition's planned activities for Year 1 implementation and Year 2 implementation to address the strategies.

• Include a timeline specific to the coalition's project (see Forms 9b and 9c).

Describe the associated short-term and long-term outcomes expected.

Short-term: 1-2 yearsLong-term: 3-5 years

Initially, the coalition will purchase and obtain the identified strategies and their components. Once that has taken place, any necessary training within the strategies for those that will be facilitating will be established.

Project SAFER-YEARS 1 and 2-October 2, 2007, Coalition members will address the City Council to educate them on the need for a City Mandate for Responsible Beverage Server Training. A model from both Cheyenne and Douglas, WY, will be used during the presentation. Provided that mandate is passed, and even if it is left voluntary, quarterly Responsible Beverage Server Training will be offered in Goshen County. Specific committee members of the Coalition will then work to educate Liquor Establishment owners on the importance and availability of the training. Portable ID Scanners will be made available for public and private use through the coalition.

American Athletic Institute-YEARS 1 and 2-October 2007, President and Founder of the institute will present to the local school board, administration, coaches, athletes, and parents. Then the step-by-step five-year process the strategy encompasses will begin. This includes education, policy development, policy implementation, youth leadership group establishment, etc.

Coalition Incorporation and 501 (c) (3) Status-The process of state incorporation will take place immediately in October 2007, with the Secretary of State's office. Once this is established, the 501 (c) (3) Status with the Internal Revenue Service through Form 1023 will be pursued. Depending on the length of time and amendments or corrections that need to be made, the Coalition will then begin researching and seeking other funding opportunities such as State, Federal, and Foundation Grants along with public and private business and corporation support. This will continue in YEAR 2, and throughout the duration of the Coalition.

The coalition will encourage local organizations and agencies to solicit its public relations and (whenever suitable and possible) financial support for local activities and

events planned for community members in which alcohol is not present. This will continue in YEAR 2, and throughout the duration of the Coalition.

It is anticipated that an increase in community groups and private individuals will continue to grow in the collaboration effort within the project. Education, prevention, and implementation of strategies will prove to lower the use of and arrest rate of youth in possession and consumption of alcohol. The same will be true of adults' misuse of alcohol. The incidence of Domestic Violence and other violent crimes will decrease as the misuse of alcohol decreases. The number of fatalities where alcohol plays a role will decrease.

Adults will understand, emphasize, and take responsibility for appropriate alcohol use. This includes not purchasing for or selling alcohol to minors, encouraging and modeling appropriate behavior where alcohol consumption is concerned (i.e., social drinking, parties, celebrations, etc.).

Leadership groups for youth including, but not limited to, athletes will be developed and established to promote an attitude in which youth using alcohol is not acceptable or endorsed. Where individual and group responsibility and character are emphasized to encourage and support youth to make decisions and choices for themselves and those around them that facilitates healthy and contributive lifestyles and development. To encourage them to be healthy, contributing members of a community and society in which they feel responsible for.

Establishing and/or supporting and redirecting adult leadership groups with the above intent will be developed and advocated for.

Ultimately, these outcomes will help to further the enrollment, participation, and sustainability in and for the coalition. It is with this expectation that this coalition may then expand to include other social concerns and community improvements into its mission.

# Form 9b: Time Line (Year 1) Limit 2 pages

## Applicant Agency:

List the key activities, which will be conducted during the year. Be sure to include the anticipated start-up dates for each of the strategies to be funded under this grant. Activities listed are samples. Dates may be changed by the Division.

| Activities              | Oct    | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|-------------------------|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                         | 07     | 07  | 07  | 08  | 08  | 08  | 08  | 08  | 08  | 08  | 08  | 08  |
| Contractual report and  |        |     |     |     |     |     |     |     |     |     |     |     |
| expenditure report:     |        |     |     |     |     |     |     |     |     |     |     |     |
| January 2008, April     |        |     |     | X   |     |     | X   |     |     | X   |     |     |
| 2008, July 2008,        |        |     |     |     |     |     |     |     |     |     |     |     |
| October 2008            |        |     |     |     |     |     |     |     |     |     |     |     |
| Statewide Prevention    | Spring |     |     |     |     |     |     |     |     |     |     |     |
| Framework Meeting       | 08     |     |     |     |     |     |     |     |     |     |     |     |
| Community Advisory      |        | X   |     |     | X   |     |     | X   |     |     | X   |     |
| Council Meetings        |        |     |     |     |     |     |     |     |     |     |     |     |
| Purchase of tools to    | Х      |     |     |     |     |     |     |     |     |     |     |     |
| accomplish strategies   |        |     |     |     |     |     |     |     |     |     |     |     |
| Address City Council    |        | Χ   |     |     |     |     |     |     |     |     |     |     |
| regarding policy change |        |     |     |     |     |     |     |     |     |     |     |     |
| Implement Server        |        |     |     | Χ   |     |     | Χ   |     |     | Х   |     |     |
| training                |        |     |     |     |     |     |     |     |     |     |     |     |
| Media Campaign          |        | Χ   |     |     | Χ   |     |     | Χ   |     |     | Χ   |     |
|                         |        |     |     |     |     |     |     |     |     |     |     |     |
| Implement AAA program   |        |     |     |     |     |     |     |     |     |     | Χ   |     |
| Phase I                 |        |     |     |     |     |     |     |     |     |     |     |     |

# Form 9c: Time Line (Year 2) Limit 2 pages

## Applicant Agency:

List the key activities, which will be conducted during the year. Be sure to include the anticipated start-up dates for each of the strategies to be funded under this grant. Activities listed are examples. Dates may be changed by the Division.

| Activities  | Oct           | Nov                           | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|---|---------------|-------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|   | 08            | 08                            | 08  | 09  | 09  | 09  | 09  | 09  | 09  | 09  | 09  | 09  |
| Contractual report and expenditure report:              | X             |                               |     | X   |     |     | X   |     |     | X   |     |     |
| January 2009, April<br>2009, July 2009,<br>October 2009 | A             |                               |     | Λ   |     |     | Λ   |     |     | Λ   |     |     |
| Statewide Prevention<br>Framework Meeting               |               | At<br>least 2<br>meeti<br>ngs |     |     |     |     |     |     |     |     |     |     |
| Community Advisory<br>Council Meetings                  |               | X                             |     |     | X   |     |     | X   |     |     | X   |     |
| Phase II AAA  |               |                               |     |     |     |     |     |     |     |     | Х   |     |
| Media Campaign  |               | Х                             |     |     | Х   |     |     | Х   |     |     | Х   |     |
| Continue with Server Training                           | Quarte<br>rly |                               |     |     |     |     |     |     |     |     |     |     |
|   |               |                               |     |     |     |     |     |     |     |     |     |     |

## Form 10: Budget Limit 2 pages

Page 24 contains a sample budget form that will be used for all communities. Also include a detailed budget narrative explaining your proposed expenditures. Please keep all categories the same. Any category not listed may be added.

#### Budget Narrative:

- Salaries and Wages (\$43,856.46): Provides funding for a ½-time project coordinator, compensated Board officers and members based on participation, and salaries to be paid to the agencies actively involved with the coalition.
- Employer paid benefits (\$2835): Provides funding for Medicare, WC, and FICA for Project Coordinator
- Internet service (\$192): Provides funding to cover approximately one-half of the cost of internet service for the Project Coordinator
- Telephone/Cell Phone (\$960): Provides funding to cover \$20 of each of the monthly cell phone bills for Board officers and Project Coordinator.
- Vehicle Expenses (\$500): Provides funding to cover the cost of the potential need of rental car service for training and travel related to the PF project.
- Travel In state (\$2000): Provides funding for Project Coordinator and Board officers/coalition members to attend mandatory and selective in-state trainings directly related to the PF project.
- Travel Out-of-State (\$2000): Provides funding for national conferences and trainings necessary for continuing for furthering education to assist in providing sustainability for PF programs/strategies.
- Training Fees (\$500): Provides funding for fees associated with trainings such as registration fees.
- Misc. Meeting Exp (\$500): Provides funding to allow for rented meeting space or other associated meeting expenses.
- Office Consumable(\$1000): Provides funding for all office supplies necessary to maintain programs/projects
- Postage (\$500): Provides funding for all community and state mailings, i.e. quarterly CAC mailings, community invitations, etc.
- Equipment Maintenance (\$250): Provides funding for reimbursement of wear and tear of borrowed copier.
- Contractual Services (\$16,114.54): Provides funding for -

WypTAC- 8% of budget = \$5916.64, technical assistance

WYSAC – 5% of budget = \$3697.00, evaluation

Dana Cole = \$3000, accounting fees

Fiscal Agent Fees = \$3500

- Bank Fees(\$250): Provides funding for checks and other fees associated with a business banking account
- Other(\$2000) = Provides funding for sponsoring or co-sponsoring community events and or the purchase of ID scanner for community events

State Contract Quarterly Invoice for Wyoming SPF SIG

| SUBMIT TO:<br>Substance Abuse Division  |                            | EXPENDITURES FOR QUARTER AND YEAR          |   |        |  |  |  |  |
|---|----------------------------|--|---|--------|--|--|--|--|
| Wyoming SPF SIG   |                            |  |   |        |  |  |  |  |
| 6101 Yellowstone Road - Suite 2   | 220                        | Due On 15th of the                         | (Due On 15th of the month for preceding quarter.) |        |  |  |  |  |
| Cheyenne WY 82002-0480  |                            | (= = = = =                                 | ,   | 4      |  |  |  |  |
| Cost Description  | Rudgeted<br>Amount         | Current<br>Month Exp                       | Year to Date<br>Expenditures                      | Exp    |  |  |  |  |
| PERSONAL SERVICES   |                            | 1  | 1   |        |  |  |  |  |
| Salaries & Wages  | 43856.46                   |  |   |        |  |  |  |  |
| Employer Paid Benetits  | 2835                       |  |   |        |  |  |  |  |
| SUPPORTING SERVICES   |                            |  |   |        |  |  |  |  |
| Internet Service  | 192                        |  |   |        |  |  |  |  |
| Telephone/Cell Phone  | 960<br>500                 |  |   |        |  |  |  |  |
| Vehicle Expenses TRAVEL/TRAINING/MEETINGS   | 300                        |  |   |        |  |  |  |  |
| Travel In-State   | 2000                       |  |   |        |  |  |  |  |
| Travel Out-of-State   | 2000                       |  |   |        |  |  |  |  |
| Training Fees   | 1000                       |  |   |        |  |  |  |  |
| Miscellaneous Meeting Expenses  | 500                        |  |   |        |  |  |  |  |
| SUPPLIES  |                            |  |   |        |  |  |  |  |
| Office (Consumable)   | 1000                       |  |   |        |  |  |  |  |
| Postage   | 500                        |  |   |        |  |  |  |  |
|   |                            |  |   |        |  |  |  |  |
| EQUIPMENT   |                            |  |   |        |  |  |  |  |
| Maintenance   | 250                        |  |   |        |  |  |  |  |
| Rental  |                            |  |   |        |  |  |  |  |
| GRANTS-IN-AID   |                            |  |   |        |  |  |  |  |
| BONATIONS-CITY, COUNTY,   |                            |  |   |        |  |  |  |  |
| OTHER INCOME  |                            |  |   |        |  |  |  |  |
| CONTRACTUAL SERVICES: Attach documentation to include: Subcontractor Name, Title, Contact Person for services   | 16114.54                   |  |   |        |  |  |  |  |
| MISCELLANEOUS COSTS   |                            |  |   |        |  |  |  |  |
| A. Bank Fees  | 250                        |  |   |        |  |  |  |  |
| B. Other  | 2000                       |  |   |        |  |  |  |  |
|   |                            |  |   |        |  |  |  |  |
| TOTAL   | 73,958                     |  |   |        |  |  |  |  |
| LOCAL AGENCY NAME and ADDRESS:  NAME and TITLE OF REPORTING OFFICE  TELEPHONE NUMBER OF LOCAL AGE  Phone: 307-401-0043 Fax  I certify that the expenditures reported aborderatment of Health. | CIAL: Danielle NCY: : 307- | Wondercheck, Project C  E-Mail: daniewonde | r@yahoo.com                                       | yoming |  |  |  |  |
| SIGNATURE OF AUTHORIZED OFFICIA   | AL                         |  | DATE  |        |  |  |  |  |

# Form 11: Community Infrastructure Limit 2 pages

Describe how the project will enhance the community's prevention infrastructure. Describe how it creates or improves upon:

- Coordinated efforts
- Organizational structures
- Planning
- Data systems
- Workforce development
- Evidence-based practices
- Cultural competence
- Evaluation and monitoring
- Sustainability

As mentioned previously, the CCC is comprised of a number of professional agencies dedicated to creating environmental change in Goshen County. The PF project will allow these agencies to continue to effective coordinator effort and work together toward the same goal with the same strategies in place.

The agencies work together to plan what strategies will be most effective and the lines of communication have been greatly enhances by the PF project. No longer do we all have the same goal and are working from many angles, but we all have the same goal and are working from the same page.

With the implementation of evidence-based practices in the community and fidelity in working with them as a team, our community is sure to witness positive environmental change. Because environmental change is the outcome we are striving to accomplish, sustainability will become a natural consequence of these efforts. Our community will continue to work with WYSAC for evaluation and monitoring of the programs and strategies identified,

#### Form 12: Cultural Competency

#### Limit 2 pages

Describe how the project will ensure that planned activities and processes are culturally competent?

- What steps and procedures will be implemented?
- How will cultural competency be assessed?

The coalition will accept and respect all differences. We will always acknowledge in planning all events and working with organizations as they plan their events that people come from varying backgrounds, and everything such as their ways of communicating, ways of thoughts, traditions, etc will vary as well.

We will strive to not only recognize the diversity between cultures, but also the diversity within them. We will work with the assimilation and acculturation that create various subcultures. We will always stress the importance of understanding among cultures and the reality of differences.

The cultural competency assessment will include, but not be limited to the following

| A training plan, which includes ethno-cultural and cultural competency related training, has been developed.   |     |
|--|-----|
| The training plan acknowledges the importance of providing relevant and accessible services to the targeted groups.  | •   |
| The organization provides training to all staff to increase their awareness of cultural competency.  | •   |
| The organization provides additional support to ethno-cultural staff and volunteers, where required.   | •   |
| Funds and staff time are set aside for cultural competency training.   | •   |
| People with a cultural skill, such as a second language, are recognized or compensated if they use that skill for work that is over and above their specific job duties. | •   |
| Organizational Composition and Climate   | • . |
| The composition of the organization (management, staff, board, committees, contractors) is reflective of the targeted client groups                                      | •   |

| • . |
|-----|
|     |
| •   |
| • . |
| • . |
| •   |
| • . |
| • . |
| •   |
|     |

#### Form 13: Sustainability

Limit 2 pages

Describe how the coalition will ensure that efforts are sustained after the project ends.

Through effective implementation and fidelity to the programs along with policy change in the community/state, sustainability is inevitable.

The CCC will also be applying for 501(C) (3) Status. The process of state incorporation will take place immediately in October 2007, with the Secretary of State's office. Once this is established, the 501 (c) (3) Status with the Internal Revenue Service through Form 1023 will be pursued. Depending on the length of time and amendments or corrections that need to be made, the Coalition will then begin researching and seeking other funding opportunities such as State, Federal, and Foundation Grants along with public and private business and corporation support.

The coalition will encourage local organizations and agencies to solicit its public relations and (whenever suitable and possible) financial support for local activities and events planned for community members in which alcohol is not present. The combination of these efforts should allow sustainability of the programs/environmental strategies.

#### Form 14: Evaluation

#### Limit 1 page

Describe how the coalition will evaluate the activities and outcomes of the project. Evaluations will be conducted in collaboration with Prevention Framework evaluators at the Wyoming Survey & Analysis Center (WYSAC). All you need to include is the fact that you agree to work with WYSAC on the evaluation of all strategies.

The Comprehensive Community Coalition will continue to contract and work with WYSAC on all details pertaining to evaluation of the outcomes of the project.